

STATE OF IDAHO
DIVISION OF BUILDING SAFETY
ELECTRICAL BUREAU
1090 E. WATERTOWER STREET
MERIDIAN, ID 8342
208.334.2183
dbs.idaho.gov

APPLICATION FOR SPECIALTY ELECTRICAL CONTRACTOR'S LICENSE

In order to be approved for the Specialty Electrical Contractor examination, the applicant must comply with the provisions of IDAPA 07.01.04017 (attached page 5).

Briefly, the applicant must:

- A. Either be or employ an Idaho licensed specialty electrician who has held a license for two years and qualifies as a supervising specialty electrician under IDAPA 07.01.04017. A designated full time, supervisory employee must be identified on the application to take the contractor exam and successfully pass the examination for the corporation, company, etc. in accordance with the provisions in IDAPA 07.01.03015.
- B. Submit properly completed, signed and notarized application with the \$15 administrative fee. Mail the completed application form and fee to the Electrical Bureau at the address notated above. Upon application approval, the Electrical Bureau will issue a contractor examination registration form to the applicant.

Note: A testing service is under contract with the Bureau to administer the examination and a testing fee is required. To purchase a copy of the Idaho Contractors Reference Manual, contact International Code Council at 1-888-422-7233.

- C. Complete the contractor examination registration form and submit to the testing service with the proper fee. **Please Note:** *If the applicant does not take the examination when scheduled, he/she must reapply to the Electrical Bureau and resubmit the \$15 administrative fee.*
- D. Successfully pass the contractors examination. (A passing score of 70% is required)
- E. Provide proof of \$300,000 liability insurance and worker's compensation insurance or statement of exemption for worker's compensation (if applicable). *Certificates of insurance may be attached to this application*
- F. Submit payment of the \$125 license fee to the Electrical Bureau.

Once these requirements are met, the Bureau will issue a specialty electrical contractor license.

All specialty electrical contractor licenses must be renewed annually during the month of July following the date of issue. The renewal fee for a specialty electrical contractor's license is \$100. Updated proof of \$300,000 liability insurance and worker's compensation insurance (if applicable) must be supplied at the time of each renewal.

PLEASE MAIL THE COMPLETED APPLICATION, A PHOTOCOPY OF YOUR PICTURE IDENTIFICATION, AND THE \$15.00 ADMINISTRATIVE FEE TO ADDRESS ABOVE

STATE OF IDAHO
DIVISION OF BUILDING SAFETY
ELECTRICAL BUREAU

FOR ELECTRICAL BUREAU USE
APPROVAL:
DATE:

APPLICATION FOR SPECIALTY ELECTRICAL CONTRACTOR'S LICENSE

The undersigned hereby makes application for a license to engage in the business of electrical contracting as defined and provided for by Idaho Code Title 54, Chapter 10, as amended.

Check the form of business organization under which you will be operating:

Individual _____ Co-partnership _____ Company _____ Association _____ Corporation _____

Business name: _____

Mailing Address: _____
(Street) (City) (State) (Zip Code)

Telephone No: _____ Cell Ph. No: _____ Fax No. _____

email: _____

Check The Type Of Specialty Electrical Contractor License You Are Applying For:

_____ Elevator, Etc. _____ Manufacturing/Assembling _____ Well Driller/Pump Installer
_____ Irrigation Sprinkler _____ Refrig, Htg & Air Cond..
_____ Limited Energy _____ Sign

THIS APPLICATION MUST BE SIGNED AND NOTARIZED

Note: This application must be signed in all three places. If the applicant is an individual/sole proprietor and will be the supervising specialty electrician, he/she must sign the application in all three places.

I, _____, being first duly sworn, do hereby
(Type or Print) certify that the above statements are true and correct.

Signature of Applicant (Owner) _____ Date _____ Social Security Number _____

Tax Identification Number: _____

Supervising Electrician Information: I hereby certify that I am a full time employee of, and shall be responsible for supervision of electrical installations made, by the above listed company, that I have been employed as a licensed specialty electrician for a period of not less than two (2) years at a minimum of 2,000 hours per year and I shall be available during working hours to carry out the duties of supervising specialty electrician as set forth in IDAPA 07.01.03015. **Verification of either two years employment as a licensed specialty electrician, or verification of four years of experience in the specialty category applied for must be included. See page 3.**

Supervising Specialty Electrician Name (Type or Print) _____ Signature _____ Idaho Specialty Electrician License # _____

Representative Information: I hereby certify that I am a full time, supervisory employee of the above listed company and that I am not currently designated by any other company to be their representative for contractor examination purposes.

Representative for Examination (Type or Print) _____ Signature _____ Social Security Number _____

THIS SECTION TO BE COMPLETED BY A NOTARY PUBLIC

Subscribed And Sworn To Before Me This _____ Day Of _____, 20____

NOTARY PUBLIC SIGNATURE: _____

NOTARY PUBLIC FOR: _____

COMMISSION EXPIRES : _____

STATE OF IDAHO
DIVISION OF BUILDING SAFETY
ELECTRICAL BUREAU

EMPLOYER'S VERIFICATION FORM FOR SUPERVISING SPECIALTY ELECTRICIAN
APPLICATION FOR SPECIALTY ELECTRICAL CONTRACTOR LICENSE

NOTE: SELF-VERIFICATION WILL NOT BE ACCEPTED.

THIS PAGE MAY BE COPIED AS NECESSARY FOR MORE THAN ONE EMPLOYER.

Applicant Name _____ License Number: _____

Dates of Verification: _____
From: _____ To: _____

TOTAL HOURS DOING SPECIALTY ELECTRICAL WORK FOR THIS EMPLOYER FOR THE TIME PERIOD NOTED ABOVE: _____

DESCRIPTION OF WORK PERFORMED:

THIS APPLICATION MUST BE SIGNED AND NOTARIZED

This work was performed under the employment of:

Name of Employer: _____

Address: _____

City: _____ State: _____ Zip: _____

E-Mail Address: _____ Fax Number: _____

Telephone Number: _____

Specialty Electrical Contractor License Number: _____

Signature (Employer)

THIS SECTION TO BE COMPLETED BY A NOTARY PUBLIC

Subscribed And Sworn To Before Me This _____ Day of _____, 20 _____

NOTARY PUBLIC FOR: _____

COMMISSION EXPIRES: _____

Signature: _____ Date: _____

IDAPA 07
TITLE 1
CHAPTER 4
RULES OF ELECTRICAL LICENSING AND REGISTRATION - GENERAL
DIVISION OF BUILDING SAFETY
ELECTRICAL BUREAU

017 SPECIALTY CONTRACTOR LICENSE

01. Qualifications for Specialty Electrical Contractor. Except as hereinafter provided, any person, partnership, company, firm, association, or corporation shall be eligible to apply for a specialty electrical contractor license upon the condition that such applicant shall be responsible for supervision of electrical installations made by said company, firm, association, or corporation as provided by Section 54-1010, Idaho Code. The supervising specialty journeyman shall be available during working hours to carry out the duties of supervising specialty journeymen, as set forth herein. In addition, the applicant shall meet or have at least one (1) full-time employee who meets one (1) of the following criteria:

- a. Holds a valid specialty journeyman electrician license issued by the Electrical Bureau, in the same category as the specialty contractor, and has held a valid specialty journeyman electrician's license for a period of not less than two (2) years, during which time he was employed as a specialty journeyman electrician for a minimum of four thousand (4000) hours.
- b. Holds a valid specialty journeyman electrician license issued by the Electrical Bureau, in the same category as the specialty contractor, and has at least four (4) years of experience in the specialty electrical category with a minimum of two years practical experience in planning laying out, and supervising electrical installations in this specialty category.

02. Modifications to Qualifications. Applicants for specialty contractor licenses, or individuals countersigning such applications, shall be subject to the same requirements, restrictions, and fees applicable to other electrical contractors and countersigning journeyman, as set forth in the current Electrical Laws and rules.